

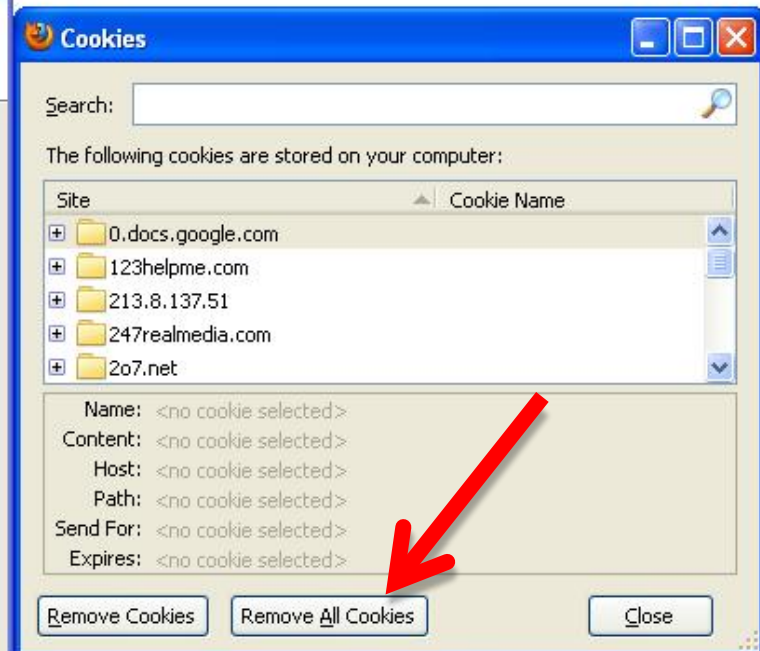
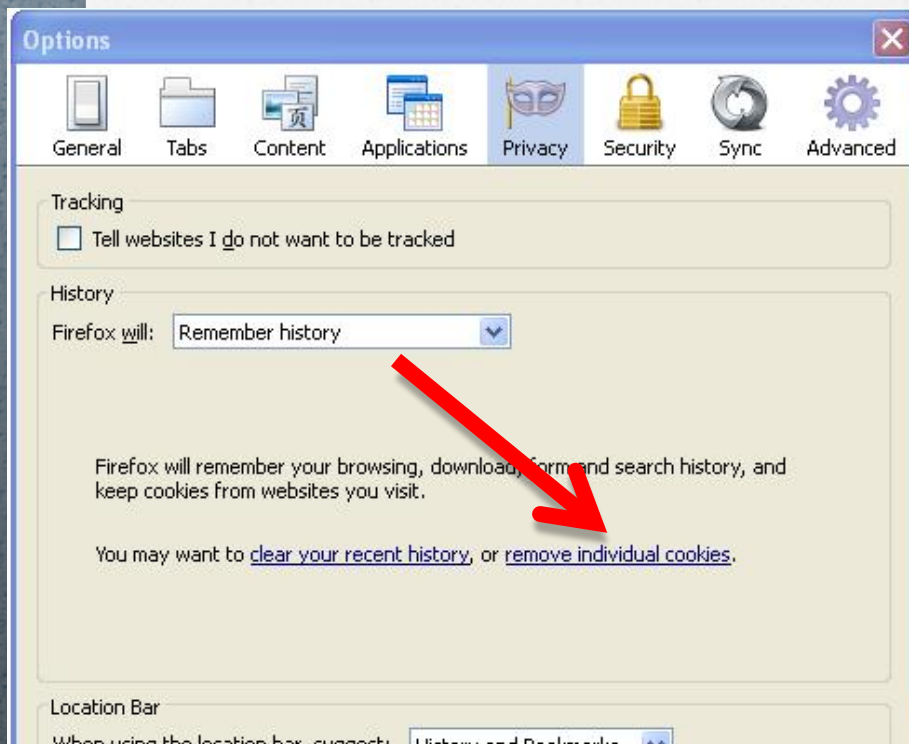
IEP Writer 3.5 Updates

Tammy Bertel

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Cookies

- o Internet: Delete Cookies
 - o Tools ~ Options ~ Privacy ~ Delete Cookies ~ login-in again



Email Address:

- o <https://www.iepwriter.com/pa/app/myaccount/index.aspx>
- o IEP Writer Required Field:
 - o Double Check Email Address
 - o Add Email Address (if not already)
 - o My Account
 - o Check Email Address

Need assistance?

You can click Help in the top menu from any screen. You can also try one of these resources:

- [User Guides](#)
- [Blank and Annotated Forms](#)

My Account

Use the [My Account](#) page to:


- Change your username and password
- Update your email address and other contact information

The *My Account* page is also available by clicking your logged-in name at the upper-right of any page.

Dashboard

- o Condensed Section
- o Calendar
 - o Similar to Outlook –but only you can see
 - o NOT connected to Outlook!!!
- o Preview: To Do

My Dashboard

My calendar	Students on my roster	Students with IEPs past due	Students with IEPs due within 30 days	Students with IEPs not implemented	Student with an ER/RR Past Due	Students with ER/RRs due within 90 days
	<u>0</u>	<u>174</u>	<u>4</u>	<u>14</u>	<u>110</u>	<u>17</u>
Students with ER/RRs not implemented	IEP or other meetings in the next 30 days	Student Transfers				
<u>46</u>	<u>0</u>	<u>0</u>				

Last updated: Sunday, August 19, 2012 7:53 PM

Help

- o Access User Guides
- o Video Tutorials
- o Annotated Files
- o Pa Resources

[My District](#) [Libraries](#) [Staff](#) [Students](#) [Reports](#)

[Help](#) [Logout](#)

You are logged in as [System Administrator Tammy Bertel](#), MONTGOMERY COUNTY IU 23

Help home

Help Desk

Phone toll-free: (877) 456-8777

Hours (excluding holidays): Monday-Friday, 8 a.m. - 6 p.m. ET



The slide-out menu on the left provides access to all Help resources from any page within the Help section. You may also use the menu below to access these resources.

- [User Guides](#)
- [Video tutorials](#)

Video Tutorials

- o <https://www.iepwriter.com/pa/app/help/tut.aspx>
- o Videos - Part 1-3 - Review of Changes

My District Libraries Staff Students Reports

Help Logout

You are logged in as System Administrator Tammy Bertel, MONTGOMERY COUNTY IU 23

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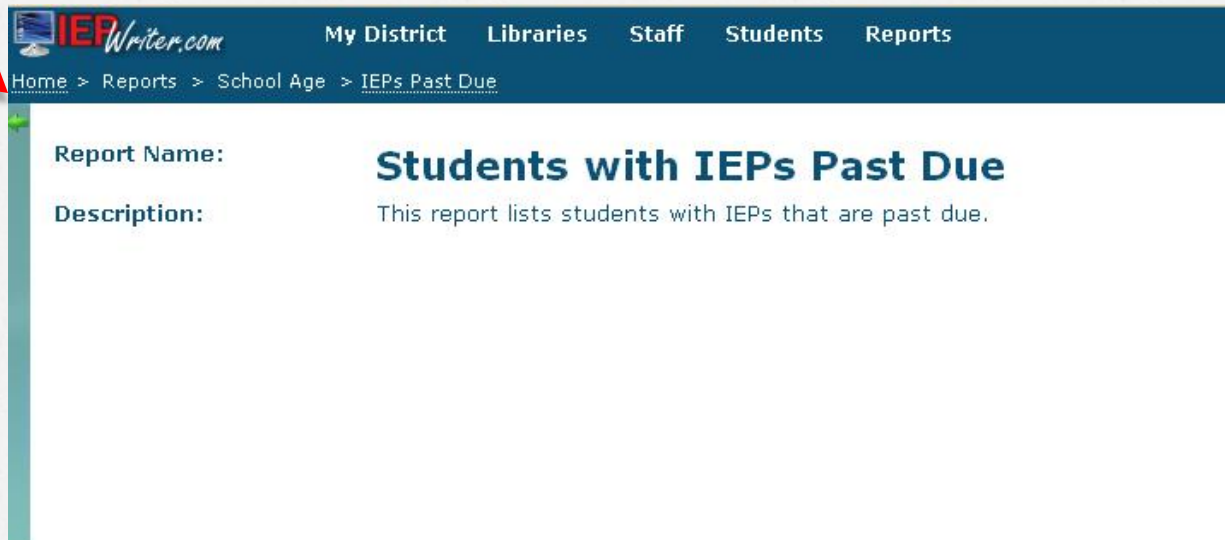


The slide-out menu on the left provides access to all Help resources from any page within the Help section. You may also use the menu below to access these resources.

- User Guides
- Video tutorials
- Blank and annotated forms
- Browsers, plug-ins, and other

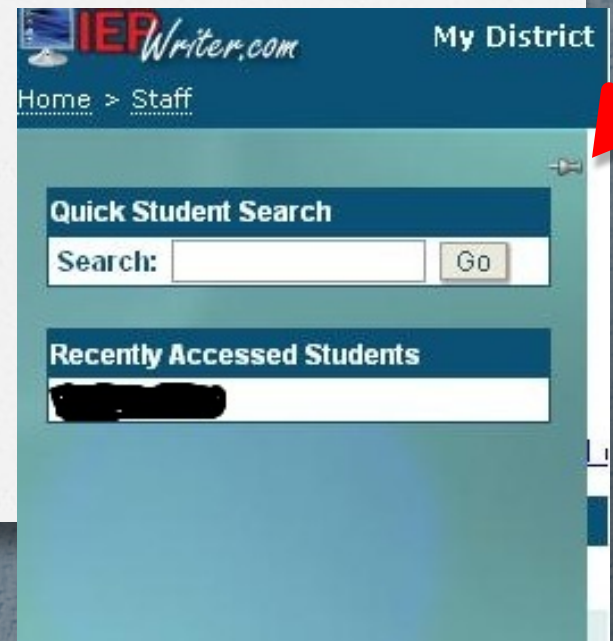
Breadcrumb Navigation

- Pages built for you to see & return
- Use breadcrumbs to return to pages
- Do not use back button



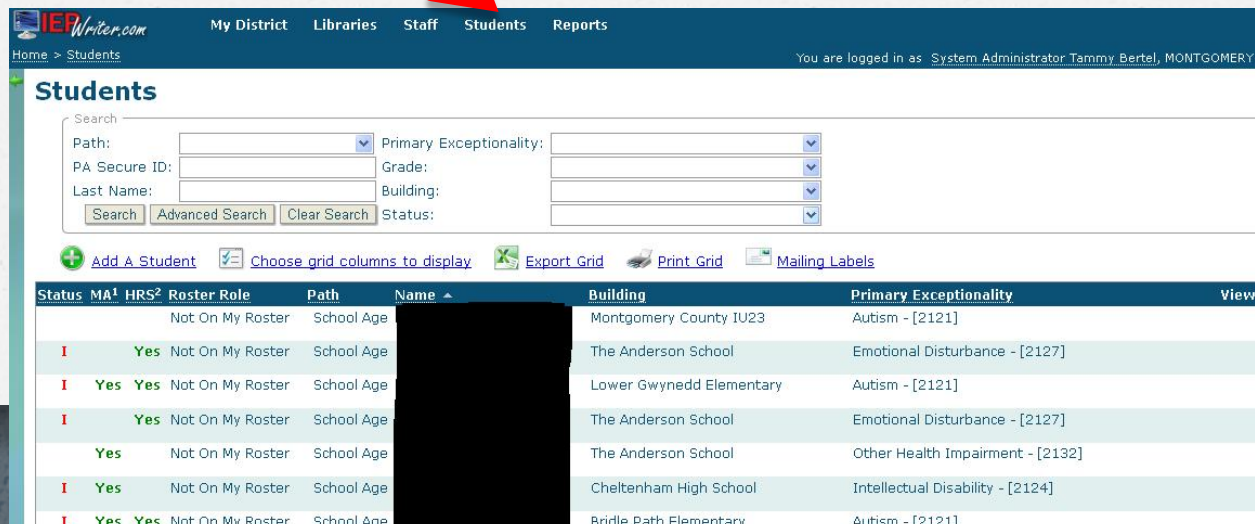
Quick Search

- o Click on Pushpin
 - o Windows pulls out from Left
 - o Quick search caseload
 - o Shows 5 most recently opened students



Search Features

- Click above : Students
 - Last Names:
 - Advanced Search:
 - Added feature: Guardian Last Name



The screenshot shows the IEP Writer.com interface. A red arrow points to the 'Students' tab in the top navigation bar. Below the navigation bar, the 'Students' section is active, displaying a search form and a table of student data.

Search Form:

Path: Primary Exceptionality:
PA Secure ID: Grade:
Last Name: Building:
 Status:

Table:

Status	MA ¹	HRS ²	Roster Role	Path	Name	Building	Primary Exceptionality	View
			Not On My Roster	School Age		Montgomery County IU23	Autism - [2121]	
I	Yes		Not On My Roster	School Age		The Anderson School	Emotional Disturbance - [2127]	
I	Yes	Yes	Not On My Roster	School Age		Lower Gwynedd Elementary	Autism - [2121]	
I	Yes		Not On My Roster	School Age		The Anderson School	Emotional Disturbance - [2127]	
	Yes		Not On My Roster	School Age		The Anderson School	Other Health Impairment - [2132]	
I	Yes		Not On My Roster	School Age		Cheltenham High School	Intellectual Disability - [2124]	
I	Yes	Yes	Not On My Roster	School Age		Bridle Path Elementary	Autism - [2121]	

Added Features:

- Demographics:
 - Required fields in Yellow
 - Multiple Buildings
 - Multiple Exceptionalities

Graduation Year:	<input type="text" value="2021"/>
Student E-mail:	<input type="text"/>
Home District:	<input type="text" value="John Adams Academy"/>
Buildings:	<div><div>Selected Building(s)</div><div><div>Adams Hall</div><div>Leader Elementary School</div></div><div><div>▲</div><div>▼</div><div>✖</div><div>⬆</div><div>⬇</div></div><div>Add a Building below:</div><div><div>Leader High School</div><div>▼</div><div>⊕</div></div></div>
Anticipated Educational Path:	<input type="text" value="School Age"/>
Exceptionalities:	<div><div>Selected Exceptionality(s)</div><div><div>Autism - [2121]</div><div>Deaf-Blindness - [2122]</div></div><div><div>▲</div><div>▼</div><div>✖</div><div>⬆</div><div>⬇</div></div><div>Add a Exceptionality below:</div><div><div>Emotional Disturbance - [2127]</div><div>▼</div><div>⊕</div></div></div>

Enhancements

- Opening new documents
 - Open & Save - Prior to saving new document
- Carryover of document information (i.e. NOREPS from year to year)



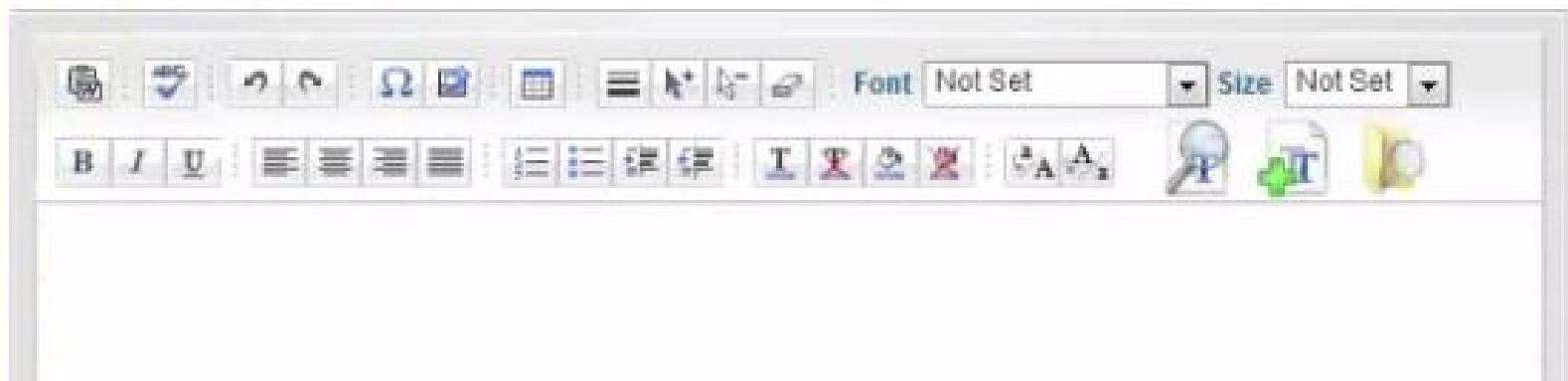
The screenshot displays a web application interface for a student's home page. At the top, there is a navigation bar with tabs: Demographics, Roster, Forms and Letters, Compliance Dates, Disciplinary Events, and Mailing Labels. Below the navigation bar, the page title is "Student Home for [REDACTED]". The main content area features a table with two columns: "Form Name" and "Action". The table lists several forms and their corresponding actions, with a yellow vertical bar on the left side of the table.

Form Name	Action
IEP	Start New IEP
Evaluation Report	Start New Evaluation Report
Reevaluation Report	Start New Reevaluation Report
Permission to Evaluate - Consent	Start New Permission to Evaluate - Consent
Permission To Evaluate - Evaluation Request	Start New Permission To Evaluate - Evaluation Request
Permission to Reevaluate - Consent	Start New Permission to Reevaluate - Consent

Rich Text

- o Copy from Microsoft Word:
 - o Paste button no longer needed
 - o Paste = Control v
- o Insert Table
 - o Control Panel – add/delete, merge, borders, background colors, images, etc.

Other Information:



Rich Text

- Added:
 - Search Text Bank, Save to Text Bank, Change History

Other Information:



Goals

- o Ability to connect State Standards onto IEP
- o Later:
 - o Filter Goals by State Standards if you save into bank

Save to Goal Bank

Goal Subject: Goal Sub-Category:
Goal Level:

These standards are offered as a voluntary resource for Pennsylvania's schools and await action by the State Board of Education. The course level standards are offered as a voluntary resource for Pennsylvania's schools.

Subject Area: <input type="text" value="1: Reading, Writing, Speaking, and Listening"/>	State Standard: <u>phonological awareness through the segmenting and blending of phonemes. -Use knowledge of letter sound correspondence (alphabetic principle) to decode words in context</u> <u>1.1.K.C: Expand oral language through the use of an increasingly robust vocabulary</u> <u>1.1.K.D: Demonstrate listening comprehension/ understanding before, during, and after reading through strategies such as think aloud, retelling, summarizing, and connecting to prior knowledge</u> <u>1.1.K.E: Demonstrate comprehension and fluency in shared conversation. Listen and respond to others</u>
Standard Area: <input type="text" value="1.1: Reading Independently"/>	
Grade Level or Course: <input type="text" value="1.1.K: GRADE K"/>	

Font: Size:
B I U

New goal

Reminders!!

- o Save, Save, Save!!!!
- o 59 Minute clock on bottom left
- o Watch for others in system
- o Always Logout